

Minutes of Chesterton Parish Council Meeting No. 2021-01
Held in the Chesterton Community Centre
Tuesday, 11th May 2021 at 7.30pm.

Present: Cllrs: Philip Clarke (Chair), Caroline Chipperfield-Twiddy, Jenny Hodges, Jo Rogers, Fiona Rowe (Vice Chair), Andrew, Thomas, Tony Thompson, Mike White (RFO), Sarah Kearney (Clerk), (Cllr Ian Corkin), (Cllr Barry Wood – Leader of CDC)

Residents: 3

1. To Received Councillor Apologies for Absence (Clerk)

No Apologies required.

2. To Carry Out the Election of Chair

The Council unanimously **RESOLVED** and voted that Philip Clarke stay as Chairman for Chesterton Parish Council

3. To Carry Out the Election of Vice Chair(s)

The Council unanimously **RESOLVED** and voted that Fiona Rowe and Andrew Thomas will be Vice Chairs for Chesterton Parish Council

4. To Receive the Chairman's address to Committee

The Chair addressed the Committee with a report on areas to be considered in the forthcoming Year ahead Plan 2021/2022 for Chesterton Parish Council, as follows:

1. Oxcam Arc
2. Local Planning
3. Emergency Action Plan
4. Neighbourhood Plan
5. Speed Changes on Local Roads
6. Re start of Community activities – e.g., Lunch Club, Evergreens, Community Coffee mornings
7. Donation of £39k
8. Burnehyll Woodland
9. Re-Classification of Villages by CDC
10. Possibility of Fast Fibre broadband

5. To Receive proposals for Committees Structure and Councillor Appointments

The Council unanimously **RESOLVED** and agreed to the Structure and Councillor Appointments – see attached Structure.

6. To Approve and Sign the Minutes of the Parish Council Meeting of 6th April 2021 (Chair)

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting. Motion proposed by Jenny Hodges and seconded by Tom Thompson.

7. To Record Members' Declarations of Interest regarding the Agenda Items (Chair)

None

8. To Receive a Report from the District/County Councillor (Cllr Ian Corkin)

Upon joining the meeting at 7.30pm Cllr Barry Wood and Cllr Ian Corkin delivered their reports on Great Wolf Appeal Decision and left at 8.35pm:

Cllr Barry Wood addressed the Councillors and residents of the meeting and confirmed he was “totally shocked” by the complete statement decision. Cllr Barry Wood email Victoria Prentis asking whether this decision could be called in by the Secretary of state, has tragedy a justice for the Chesterton and other surrounding Parishes.

Cllr Barry Wood has also been in touch with Head of CDC Planning Department David Peckford, and he indicated to Cllr Barry Wood that Planning Department and Legal Department at Cherwell District Council would look at the possibility of a challenge to the decision. What David Peckford meant by challenge was Judicial Review (JR). Judicial Review is only acceptable if it is based on the process of the decision making.

Cllr Barry Wood and Cllr Ian Corkin will pursue this from today will contact QC for advice and return with update to Chesterton Parish Council.

Cllr Barry Wood wanted to attend this Parish Council meeting tonight to emphasize that once he heard the appeal decision this afternoon, he acted straight away to see what could be done.

Cllr Ian Corkin addressed the Councillors and residents and said that he was totally shocked by the decision and disappointed at this time did not have anything else to add as it all been said by Cllr Barry Wood.

9. To Receive a Report from the Allotment Committee (JH/FR/JR)

Cllr Jenny Hodges reported:

9.1 Allotments plots are now all taken.

9.2 Nobody on the waiting list

9.3 Only waiting on 3 payments – there is only £67.50 outstanding – taken £1,592.00.

9.4 Still problem with Dog Mess – Clerk has done some sign to go around the allotment.

10. To Receive a Report from the Community Committee (FR/AT/TT/CC-T/JR)

10.1 **Audley Gardens Footpath** – Work is starting in June.

10.2 **Village Speed Reduction** – Next Stage will be Village Consultation. A newsletter will be sent out to all residents for their comments. Once all comments are received, they will be passed to Mike Wasley at OCC for the next stage.

10.3 **Height Restrictor Barrier** – Additional fencing will be added either side of barrier in the next month. WhatsApp has been sent up by Cllr Fiona Rowe for several people who are opening and shutting the gate in the morning and at night. Notice will be display at some point on the barrier of gates detailing opening and shutting times.

10.4 **Bus Shelter/Free Library Conversion** – Top Library is going well, receiving several books and other items. A door will be installed in June/July as it was suggested to leave this open during the Covid-19 period to let fresh air circulate inside. Cllr Andrew Thomas is looking at similar project on Red Cow Green Bus Shelter.

10.5 **Bicester Police Rural Community meeting** – Cllr Caroline Chipperfield-Twiddy will be taking over from Cllr Andrew Thomas. Clerk needs to send details to Cllr Caroline Chipperfield-Twiddy.

10.6 **Travellers** – Chair reported that some safety measurers had been put in a Burnehyll Woodlands. Chair also report at Burnehyll last meeting that security measures need to be put in place long term. Chair reported that he will be attending training session with Paul Gammond from OCC Gypsy & Traveller Services Manager, who is going to advise on how to avoid unauthorised encampments on Council land.

11. Communication Systems

Cllr Caroline Chipperfield-Twiddy wanted to know what the correct channel regarding communicating item of information to residents, as during the last several months there has been several problems with Travellers, Motorbikes, and other incidents. Clerk advised that all communications to residents must come through the clerk, who then decides what action is required. It was agreed that residents are kept informed with information and the following systems will be used.

11.1 Website – For all information, helpful tips, and events.

11.2 Mailchimp – Seeking email address from residents.

11.3 Newsletter – CPC will be creating a newsletter to go out 3 times a year.

11.4 Facebook – Just for information

11.5 Noticeboards – For all information

Website and Noticeboards are legal requirement for all Councils as this is apart of the internal and external audit process. Other systems are additional.

The Council unanimously **RESOLVED** and agreed that these systems will be used, all communications should be via the Clerk.

12. Alchester Road Parking

Cllr Andrew Thomas reported that we received several complaints during the last few months regarding the parking in front of residents' driveways during school pickups and drop offs. CPC need to complete another consultation with residents.

This item to be added to the newsletter asking for ideas to resolve this issue. Further meeting to arranged with Oxfordshire Country Council before the end August. **ACTION: Cllr A Thomas**

13. To Receive a Report from the Friends of Burnehyll Woodland (TT/Chair)

Cllr Tony Thompson reported the following:

- Bunds have been put in place to stop travellers, although gaps required for maintenance access.

- Planting has been delayed until October this is due to Covid restrictions.
- Another architectural area been found, which require further investigation works presently on hold.
- Parking is still a problem, but the working group are hoping that people from Kingsmere/Chesterton may walk to Burnehyll Woodlands or park in the Park and Ride. There are concerns about parking along Vendeer Drive.

14. To Receive a Report from the Pavilion & Playing Fields Committee (Chair/FR/JR)

Cllr Fiona Rowe did not have anything to report only that the WhatsApp group been set up for the barrier and working well, everybody can see when the Cricket and Football is on. Rubbish behind the Pavilion has now been moved.

15. To Review and Approve Policies (Clerk)

15.1 Freedom of Information and Publication Scheme

15.2 GDPR Policy

15.3 Code of Conduct

15.4 Standing Order

15.5 Financial Regulations – This was agreed at the Quarterly Finance meeting on 25th March 2021.

Chair went through Policies and said this was legal requirement for May meeting. Chair also highlighted points from the Code of Conduct and then asked whether all Councillors agreed and would sign the Code of Conduct form to say they agree to the policy.

The Council unanimously **RESOLVED** and agreed to all the policies.

16. Training for Councillors / Clerk

Clerk passed details to all Councillors.

17. To Receive a Report from the Great Wolf (CC-T)

Cllr Caroline Chipperfield-Twiddy reported it was a disappointing result and has contacted all who were in the Wolf working party. They will now work alongside CDC planning department to help with Judicial review.

17.1 Finance – Mike White reported that Great Wolf account is now closed and finalised but did have a few invoices which came in last minute which require paying.

18. National British Spring Clean (JR)

Cllr Jo Rogers reported that National British Spring Clean will be held on Sunday 30th May 2021, Clerk has done poster for this.

19. To Receive the Finance Officer's Monthly Report, Discuss Other Matters, and Approve Expenditure/Income (RFO Mike White)

RFO – Confirmed that end year accounts have been completed which had been circulated prior to meeting and now must be signed by Chair/Clerk.

The Council unanimously **RESOLVED** that they agreed with all of Section 1 Agar and Section 2 Agar end year financial reports.

Payments Approved.

19.1 Clerk Phone Bill = £17.68

19.2 Payee Salaries = £1,100.28

19.3 Barclaycard = £116.47

19.4 Oxfordshire First Yearly Subscription = £55.00

19.5 Flower Naturally = £30.00

19.7 Community Heartbeat = £88.80

19.8 Fiona Rowe = £20.99

The Council unanimously **RESOLVED** that all payment is approved.

RFO – Then explained that end year accounts have been completed which had been circulated prior to meeting which now have to signed by Chair/Clerk.

20. Planning Applications (Chair)

New Applications

20.1 **21/00993/F** – 8 Banks Furlong, Chesterton, OX26 1UG – Side & Rear Extension.

20.2 **21/00762/CLUE** – Park House, Bignell Park, Chesterton, OX26 1UH - Certificate of Lawfulness of existing development for the formation of a basement which sits under Park House (use Class C3)

- 20.3 **21/01205/TCA** - 8, Chesterton Court, Chesterton, OX26 1UP - T1 x Oak, A mature tree encroaching on the adjacent residence, reduce lateral growth extending towards No8 by 2m removing up the 2.5m from any one branch.
- 20.4 **21/00927/TCA** - High Gaggle, Alchester Road, Chesterton OX26 1UN - T1 x Unknow Species to be removed. 3 big spots in the tree and overhanging the school.

Applications Pending

- 20.5 **21/00873/F** – Kemsley Farm, Northampton Road, Weston-On-The-Green, OX25 3AA, - Extension to and conversion of barn to form a single swelling house and associated works.
- 20.6 **21/00449/F** – The Old Post Office, Bignell View, Chesterton, OX26 1UQ – Demolition of the existing dwelling set in a conservation area; replacement with new dwelling and associated external works.
- 20.7 **20/0030/REF** – Great Lakes UK Ltd – Appeal via Inquiry – Redevelopment of part of golf course to provide new leisure resort, waterpark, entertainment centre, hotel, conferencing facilities, restaurants + parking. **Objections. Refusal. Appeal/Inquiry 9/2/21.**
- 20.8 **20/01251/F** – Bicester Sports Association Akeman Street – Erection of new single storey building for a new rifle & pistol shooting range and new cricket score box – **Refusal Appeal.**
- 20.9 **19/02941/F** – Mr E Tett – Huish House, Home Farm Close – change of use from agricultural to residential. **Objection. (Still awaiting CDC confirmation of refusal).**

Decisions Made

- 20.10 **21/00934/TCA** - New College House, Alchester Road, Chesterton OX26 1UN - G1 x Conifer Hedge – Reduce by 4 metres to allow more light into the property. T2 x Yew Reduce by 2 metres to allow more light into the Property G2 Conifer Hedge – Reduce to the previous pruning cuts to allow more light into the property. **Application has been permitted.**
- 20.11 **20/02653/F** – The Chesterton Hotel – Variation of condition 2 (plans) **18/01529/F** – better the overall internal space and design to achieve an improved use of the function room. **Refused**
- 20.11 **21/00298/F** – High Gaggle – Proposed Single Storey side and rear extension, 1st Floor rear extension and demolish part garage. **No objections, providing no 1st floor windows overlook children’s playground – Application has been Permitted.**
- 20.12 **21/00148/F** – Simms Farm – Replacement of agricultural barn destroyed by fire plus small internal mezzanine area. **No Objections but concerns over height of new building as measurements seems scarce on the plans. – Application has been permitted.**
- 20.13 **21/00494/F** – Spring Well Farm, Kirtlington Road, Chesterton, OX26 1TW – Demolition of existing timber stables building, erection of new single storey building, and conversion of existing cart shed building to farm ancillary accommodation to main farm residence. **No Objections – Would like to see restrictions that this property remains in association to the equestrian and main property, so cannot be sold independently Application has been permitted.**

17. To Receive a Report on New Residents (JH)

2 new residents – welcome packages will be delivered.

18. To List Important Correspondence Received Since the Last Meeting (Chair/Clerk)

None

The Meeting Closed at 9.35pm

Date of Next Meeting: Tuesday, 1st June 2021 at 7.30pm